

Las Vegas ORD/NERL Administrative Report

Date: 7/12/17

DATE	EVENTS
July 13	SED/EIB Meeting, Exc Conference Room #212, 10:30 am to 11:30 am (Susan Bright)
July 20	Active Shooter Training, POS and EXC Center Whole Body Counter, 8 am to 4 pm (Robert Andrews)
July 26	ORD-LV All-Hands Meeting with Jennifer Orme-Zavaleta & Tim Watkins, Exc. Auditorium 10 am to 11 am (Maria Gregorio)
July 27	Active Shooter Training, POS and EXC Center Whole Body Counter, 8 am to 4 pm (Robert Andrews)
Aug 3	(REAL LIVE) Active Shooter Training, POS and EXC Center Whole Body Counter, 8 am to 4 pm (Robert Andrews)
Aug 10	Active Shooter Training, POS and EXC Center Whole Body Counter, 8 am to 4 pm (Robert Andrews)

DATE	VISITORS
July 10 - July 14	Beverly McKim, NERL IO, (EDDP and Consolidation) (Robert Andrews)
July 24 - July 27	Tim Watkins, NERL IO (Brian Schumacher)
July 25 - July 27	Jennifer Orme-Zavaleta, NERL IO (Brian Schumacher)
July 25 - July 27	Vaughn Noga, OARM (Brian Schumacher)
July 31 - Aug 4	Ed Struble, NERL IO, and Brian Devir, ORD OSIM (Brian Schumacher)

DATE	TRAINING
July 18	Retirement Benefits Webinar via Adobe Connect (Caterina A. Gillikin, HR Specialist (Benefits), 919-541-0673)
July 21	Travel Cardholder Training - each travel cardholder must successfully complete travel card refresher training every three years (Miller.Bettyjo@epa.gov - 202-564-6848)
Sept. 30	All Employees - FY17 Information Security Awareness, <u>EPA University's new SharePoint site</u> , (Sharon Ridings - 202-564-7584)
Sept. 30	Federal Employees - Continuity of Operations Awareness, <u>EPA University's new SharePoint site</u> , (Sharon Ridings - 202-564-7584)
Sept. 30	Federal Employees - Records Management, <u>EPA University's new SharePoint site</u> , (Sharon Ridings - 202-564-7584)
Sept. 30	Federal Employees - Working Effectively with Tribal Governments, <u>EPA University's new SharePoint site</u> , (Sharon Ridings - 202-564-7584)
Sept. 30	Federal Employees - FY17 Freedom of Information Act Awareness, <u>EPA University's new SharePoint site</u> , (Sharon Ridings - 202-564-7584)
Sept. 30	All Employees - Domestic Violence Awareness, <u>EPA University's new SharePoint site</u> , (Under "Courses" Tab), (Sharon Ridings - 202-564-7584)

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Note: Text in red denotes a new item on the report. Text in blue references an occurrence this week